

Winnipeg Public Library Board Meeting
Tuesday, September 3, 2019 at 5:00 p.m.
 Millennium Library, 251 Donald Street (Buchwald Room)

Minutes

	<u>Present</u>	<u>Regret</u>	<u>Absent</u>		<u>Present</u>	<u>Regret</u>	<u>Absent</u>
Monique Ireland (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Carla Epp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Wenezs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dean Scaletta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Robinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gordon Crook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Cuddy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jaideep Johar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laila Yesmin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Schreyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mario Lebar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trevor Surgenor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Morley Walker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				P. Colleen Suche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Guests: Kathy Blight, President, Friends of the Winnipeg Public Library
 Heather Graham, Secretary, Friends of the Winnipeg Public Library
 Elizabeth Redston, City Centre LAC Chair

1. Call to order, welcome, housekeeping

The meeting was called to order at 5:00 p.m.

2. Acknowledgment of Indigenous Territory and Homeland – *Monique Ireland*

I would like to acknowledge that we are in Treaty #1 Territory, the traditional lands of the Anishinaabe, Cree, Oji-Cree, Dakota, Dene Peoples and the homeland of the Métis Nation.

3. Guest

See Appendix A for Guest Highlights

4. Approval of agenda and addition to agenda

Addition to #11 – Breakfast with Bookmates

See Appendix C for motion

5. Approval of August 6, 2019 Minutes

Minutes from the August 6, 2019 meeting are not yet available. They will be approved by email at a later date

6. Manager's Report – Ed Cuddy

See Appendix B for report

7. Chair's Report – Monique Ireland

Item	Description	Action
WPLB Executive Vacancy	<ul style="list-style-type: none">• Looking for a volunteer for a Member-at-large role until December 31 2019• Please contact Monique if interested	
WPLB Administrative Assistant Resignation	<ul style="list-style-type: none">• The Board administrative assistant resigned effective Aug 30, citing inability to complete the work in time available• Recruitment for a replacement will begin as soon as possible	
WPLB Member Recruitment 2020	<ul style="list-style-type: none">• The recruitment for new members of the WPLB is now available online for terms that begin in 2020	
2020 Draft Meeting Schedule	<ul style="list-style-type: none">• <i>See appendix C for motion</i>	

8. Treasurer's Report

Item	Description	Action
Approval of WPLB 2020 Draft Budget	<ul style="list-style-type: none">• Budget approval is happening imminently (September 4 2019)• WPLB is requesting the same amount of funding as in 2019• Administrative costs have gone up (among other things)• <i>See Appendix C for motion</i>	

9. LAC Reports

Item	Description	Action
Assiniboia (Morley)	<ul style="list-style-type: none">• No report	
City Centre (Elizabeth)	<ul style="list-style-type: none">• Full complement of members with Erica Ball as library liaison• 2 meetings held so far this year• Activities this year: attended Central Park market, attended Sherbrook Street Festival, attended Lord Roberts farmers market• They are trying to improve the LAC event kit• Members are looking forward to a presentation on new tools from library staff soon• They recommend bringing all LACs together for a meeting	<ul style="list-style-type: none">• LAC kit needs to be reviewed ASAP• Could the all LAC meeting be held after orientation each year?
EK – Transcona (Gordon)	<ul style="list-style-type: none">• Had a successful event – Archambault• Purchased gifts from the Friends gift shop• Planning for a coffee station outreach event at HEND• Next meeting in Sept/Oct	

**Lord Selkirk –
West Kildonan**
(Monique)

- Ian attended last WPLB meeting and gave an update on STJN, the local cupcakes at the event went over well
 - Next meeting TBD
-

Riel
(Dean/Jaideep)

- No report
 - Next meeting is scheduled for September 21, 2019 with an event planned for early Oct
-

10. Other Business

Item	Description	Action
Multilingual Study	<ul style="list-style-type: none">• Consultants will be here Oct 1-2 for site visits. Board members needed for Oct 2 AM• Determining how to market and make multilingual collections more accessible to patrons (currently no way to catalogue) as well as whether our collections are on target with population demographics based on the 2016 census	
WPLB Strat Plan Update	<ul style="list-style-type: none">• The proposal request letter was revamped and sent to 4 consultants (some responses have been received)• We have a very tight end of year deadline	<ul style="list-style-type: none">• Submit any ideas to Monique

11. New Business

Item	Description	Action
Breakfast with Bookmates	<ul style="list-style-type: none">• The Board generally buys 2-3 tickets in support of this event and sends members• <i>See appendix C for motion</i>	

12. Date and Location of Next meeting

Tuesday, October 1, 2019 at 5:00 p.m.
Millennium Library
251 Donald Street (Buchwald Room)

13. Adjournment

The meeting adjourned 6:45 p.m.

1st Michael Wenezs

2nd Laila Yesmin

Guest Speaker Highlights

BACKGROUND INFO - FRIENDS OF THE WINNIPEG PUBLIC LIBRARY INC.

Prepared by President, Kathy Blight and Secretary, Heather Graham
Winnipeg Public Library Board meeting of September 3, 2019

The Friends of the Winnipeg Public Library is an organization for people who are committed to assisting the Winnipeg Public Library in providing the best possible library system that Winnipeg can have. We believe that a vibrant public library system is the heart and soul of a successful community. We are a volunteer charitable organization and an important partner of the Winnipeg Public Library.

The Friends' became incorporated on January 20, 1992 and as of January 1, 1994 became a charitable organization.

In 2014 the Articles of Incorporation were amended:

The undertaking of the Corporation is restricted to the following:

1. Supporting the Winnipeg Public Library ("the Library") in promoting the use of the Library and appreciation of its value as an important research, educational, and cultural asset to the community;
2. Raising funds to support activities and programs that the Library has identified as being of value;
3. Providing an organization for citizens who are committed to a public library system and its services and who are willing to contribute their time and expertise to support the Library;
4. Organizing programs and events of interest to members of the Corporation.

The Friends organization has gone through many changes.

- In the former Metro Winnipeg - a Library Friends group was formed in the early 60s and operated for a few years.
- Some suburban libraries in the early and mid-70s had Friends groups for small scale fundraising, before urban and suburban public libraries amalgamated in 1979.

In the 90s, FWPL ...

- Presented author readings and other speakers for the public
- Held writing contests for school children
- Distributed withdrawn library materials to social agencies
- Advocated to elected officials about funding and policies, in support of WPL
- Participated several times in focus groups to provide input into the Library Board's strategic planning initiative in 1995-96
- In the early 2000s, sponsored, with the Library, a literacy conference

Currently the focus is raising funds to support Winnipeg Public Library programs and special projects.

BOARD

The business of the Corporation is managed by a working board of not less than three and not more than 15 directors. Each director has one vote, and a majority of the directors is a quorum. All Board members have coverage under the Friends of the Winnipeg Public Library's Directors Insurance Policy.

The Board is made up of 12 to 15 people who share a love of reading and are supporters of literacy. Also, on the board is a Library Liaison. The Board places a high priority on literacy and learning and we work hard all year to raise money to fund projects and programs that support this belief.

Each year the Friends of the Winnipeg Public Library contribute to the Writer in Residence Program located at the Millennium Library and the Spring Break Programs offered at the Libraries throughout the city. As well, the Friends provide financial assistance for Winnipeg Public Library programs and special projects as presented annually by the Library Staff and approved by the Friends' Board of Directors. The attached shows what has been supported by the Friends over the years.

This is how we do it: funds are raised through the Spring Books & Brunch and Fall Book Sale events, the operation of the Best of Friends Gift Shop, and membership fees and donations.

SPRING BOOKS & BRUNCH

The Friends annually organizes the fabulous Spring Books & Brunch, a special event for book lovers, held the first Sunday in May. The first Books & Brunch was held at McNally Robinson Prairie Ink Café in 2005. The event's popularity grew steadily, and a move to The Gates on Roblin in 2008 helped accommodate the growing audience. It has become the Spring Event to attend. The location is

lovely, the brunch is delicious and our speakers always charm and inspire those in attendance. The theme is “Books I Have Known and Loved”. Speakers share their reading memories, talk about books that made a lasting impression or maybe just made them laugh. The book lists, which are distributed to each attendee, are wide-ranging, from childhood favourites to adult novels, poetry, philosophy, and non-fiction. As the speakers talk, you will see many people making notes about the books that are special to them. Past speakers have been interesting people from our community – Terry MacLeod, Allan Levine, Joan Thomas, Andrew Davidson, Charlene Diehl, David Bergen, Ron Robinson, plus many others. Each presenter has brought their unique style and perspective to the discussion. The event always draws a warm response.

FALL BOOK SALE

The Fall Book Sale offers prime quality gently used books, CDs, DVDs, and LPs. This event began in the fall of 2005 as a Craft and Book Sale which has become a Book Sale only. The two day event is held annually in October at Grant Park High School.

During the year, members as well as the general public drop off bags or boxes marked FRIENDS at any of the Libraries throughout the city. The Library’s courier transports the donations to the St James Library, which provides the Friends with a sorting area. Throughout the year volunteers sort, price and pack boxes. (This is where most of the books sold on the Best of Friends Gift Shop Book Cart also come from.) At the Fall Book Sale, buyers are so keen they line up well before the doors open and rush in to scoop up armloads of prize buys. Hundreds of volunteer hours, thousands of donated books and all those eager customers make this sale a winner.

BEST OF FRIENDS GIFT SHOP

The Friends of the Winnipeg Public Library operates the Best of Friends Gift Shop located in the lobby of the Millennium Library which opened in November, 2005. Special thanks to the Winnipeg Public Library Board for the \$13,000 provided toward the cost of getting the Gift Shop up and running.

At the beginning the Best of Friends Gift Shop employed three staff, then it was down to one person three times a week, then two times a week and as of 2016 the shop had no paid staff. From that time on awesome volunteers man the gift shop six days a week from 11:00 am to 4:00 pm. These volunteers have been an integral part of the success of the Gift Shop

The top selling items are used books, cards, specialty socks, tote bags, and journals.

The Book Cart, located in the lobby just outside the gift shop, is always overflowing with good quality gently used books, DVDs, and CDs. These are donated by people from all over the city, who want their books to find a new home, which in turn helps support the Libraries they love.

The Best of Friends Gift Shop in many ways is the face of the Friends of the Winnipeg Public Library. It supplies membership forms along with the Funding List showing what the Friends have supported over the years. To encourage those buying used books to think about donating to the Friends and supporting the Book Sale, Shop volunteers provide the handout "Too Many Books?" The Gift Shop volunteers also make people aware of what benefits they have when becoming a member.

MEMBERSHIP

The annual membership fee is \$20.00 for an individual and \$25.00 for a family. This gives a 10% discount off regular priced items in the Best of Friends Gift Shop and a discount voucher which is used annually toward the purchase the McNally Robinson Reader Reward Card. Also, the Friends produce a newsletter called NOTES, which is sent to over 900 people via email.

As well, Gift Memberships are available for that special someone who loves to read and libraries.

DONATIONS

Monetary donations are received from members as well as the general public. The donations come from individuals who believe in our initiatives, and who give in honour of a person's birthday or a special event in their lives. Then there are those that wish to donate in memory of a loved one. All donors receive an income tax receipt.

According to CRA, all records involving the Friends of the Winnipeg Public Library are to be kept on file at 251 Donald St. These documents are in a storage area on the third floor, in the Library Administration office area. This is where the Best of Friends Gift Shop files are stored as well.

All mail for the Friends of the Winnipeg Public Library and Best of Friends Gift Shop is sent to 251 Donald St. A mail folder has been provided in the Library

Administration's third floor office.

As you can see by the attached Friends' Funding List, our contributions to the Winnipeg Public Library have been steadily increasing. In April, it was very exciting for our board to be able to approve \$43,000 in support of programs and special projects for library members to enjoy. Our relationship with Ed Cuddy and the Administration Staff is very strong. We look forward to hearing next year's suggested proposals. Special thanks to all Library Staff for their support of the Friends.

In the past few years this organization has been very successful. With success come challenges, with the main one being having volunteers with the required skills to manage this success. A Strategic Planning Session will be held the end of September. The Friends board, along with other volunteer stakeholders, will be discussing this.

Annual programs supported by the Friends of the Winnipeg Public Library

Writer-in-Residence – Since 2000 as a co-sponsor, we have contributed \$38,750 to this program. Each year an established writer is selected to mentor new, emerging and established writers.

Spring Break family programming, sponsored by Friends since 2006, has received contributions of \$37,000. All branches offer a wide variety of activities for families.

Since 2012, in consultation with library managers, we have provided funding for a wide range of programs and proposed projects. Some programs would not be possible without our support and others benefit from a little extra financial help. The managers continue to impress us with the scope and variety of projects and programs. It is such a pleasure to be able to partner with them to make things happen.

FWPL has, including the above programs, contributed \$278,000 to support Winnipeg Public Library projects and programs. This has been achieved by raising funds through events such as Spring Books & Brunch and the Fall Book Sale, and by operating the Best of Friends Gift Shop located in the lobby of the Millennium Library.

2019 • \$43,000

- Supported the Writer-in-Residence program

- Major contributor to Spring Break Family Programming
- Funded the St Boniface Family Literacy Playground, first in the city to be English and French
- Wall Decals for St. Boniface Library, to support the early childhood literacy skill development - Talk, Sing, Read, Write, Play
- Funded the purchase of three more sewing machines – industrial, embroidery and quilting – as well as add-on software to enhance the four sewing machines provided by the Friends, in the ideaMill.
- Funded the purchase of Tote Bags, for giveaways at major library events, with Friends logo on them.

2018 • \$22,000

- Supported the Writer-in-Residence program
- Major contributor to Spring Break Family Programming
- Funded the Family Literacy Playground for St. John’s Library
- Assisted in the funding of a new program, WISE Kid-Netic Energy, that is a community outreach program offered by the University of Manitoba’s Faculty of Engineering, offering hands on workshops for children who have a love of science and engineering.

2017 • \$35,800

- Supported the Writer-in-Residence program
- Major contributor to Spring Break Family Programming
- Contributed funds toward the purchase of Family Literacy Playgrounds for the new Windsor Park Library, and St Vital and Pembina Trail Libraries.
- Percussion instruments such as jingle bells, rhythm sticks and also “juggling” scarves for preschool programs at all branch libraries. These new resources enrich early literacy programs with music and movement.
- Coffee/tea refreshments for adult book clubs at all branches; and for the Canada 150 special Stephen Leacock storytelling event at the end of October.

2016 • \$25,868

- Supported the Writer-in-Residence program
- Major contributor to Spring Break Family Programming
- Contributed to the funding of equipment for the new ideaMill makerspace at the Millennium Library: an interactive projector with finger-touch operation, turning a whiteboard into a giant tablet to use as an interactive white space;

and four sewing machines for the crafting area;

- Assisted in the funding of puppy reading stools for children's sections of all branches, as an appealing complement to the Family Literacy Playgrounds that are being established in branches.

2015 • \$24,850

- Supported the Writer-in-Residence program
- Major contributor to Spring Break Family Programming
- Contributed to the Makerspace Programming by purchasing additional Magformer and Lego Mindstorm kits.
- Writer-in-Residence Reunion – While the Friends had contributed \$2,500 annually to the popular and successful Writer-in-Residence program, a further contribution was made to help finance a 10th anniversary event.
- On the Same Page program – To enable the printing of more copies of the chosen book for free distribution throughout the province.

2014 • \$25,750

- Supported the Writer-in-Residence program
- Major contributor to Spring Break Family Programming
- For the Community Engagement and Planning Project – funds to purchase iPads for data collection from community input. Funds to purchase prizes and materials for the nine-month period of preparation to develop a strategic plan
- Funds for prizes and materials for TD Summer Reading Club, Teen Summer Reading Club and Teen Tech Week
- Funds for Teen Book Parties and memory sticks to promote Library's teen website
- Honoraria for authors and moderator for Inside Publishing program, Reader Services
- Plus other support for materials and enhancements

Appendix B
Manager's Report September 3, 2019

1. Facilities Update

a) Cornish Library

- Construction work is in progress
- Contractors have indicated that they are on schedule to open Spring/Summer of 2020

b) Bill & Helen Norrie Library

- Construction contract award is pending
- Contract will be awarded by the Standing Policy Committee on Property and Development, Heritage, and Downtown Development in the fall

c) Other Facilities

- West Kildonan Library's lower level is closed for minor renovations; re-opening of lower level TBD
- Westwood Library will be able to remain open during repairs in September; receive confirmation after last meeting
- Harvey Smith Library will re-open on September 8; maintenance work is in progress

Project info pages on WPL website

Facility Redevelopments:

<http://wpl.winnipeg.ca/library/whats happening/renorenewal/sectionmap.asp> Pictures:

<https://www.flickr.com/photos/winnipegpubliclibrary/collections/>

2. Writer-in-Residence 2019/2020

WPL's new Writer-in-Residence Carolyn Gray will begin her term on October 1.

An award-winning playwright, Carolyn recently completed a Master in Fine Arts in Writing at the University of Saskatchewan. Carolyn teaches creative writing and is an editor and life-long theatre artist who has published plays, fiction, and non-fiction. She won the John Hirsch Award for Most Promising Manitoba Writer and the Manitoba Day Award for Excellence in Archival Research for her play, *The Elmwood Visitation*. Her latest book is a biography, *Dean Gunnarson: The Making of an Escape Artist*.

3. Tax Clinic Volunteers Needed

Winnipeg Public Library and the Community Volunteer Income Tax Program (CVITP) need volunteers for tax preparation clinics in spring 2020. The CVITP program offers tax return preparation for people with modest incomes. Tax Clinics are held throughout Winnipeg, including in some of the branches of Winnipeg Public Library.

If you or anyone you know are interested, please contact Diane Isaac, Volunteer

Manager for CVITP at 204-989-1912 or disaac@cfcs.mb.ca.

4. Thin Air: Winnipeg International Writers Festival

Millennium Library is a venue for this year's Thin Air: Winnipeg International Writers Festival. The library will host two series: The Nooner and Big Ideas (September 23 – 27).

St. Boniface Library is also a venue and will host a program called “Célébration de récits sur les Première Nations pour la jeunesse” on September 25: 6 – 7:30 p.m. Authors Sylvain Rivard and Hélène de Varennes speak on storytelling and Indigenous children's literature.

Details can be found on the festival website: <https://thinairwinnipeg.ca/> or in the September / October At the Library newsletter.

5. New Conversation Group

WPL is excited to welcome a new language into its conversation group programs. Spanish conversation groups will be offered at the Charleswood Library from October 26 – December 3 (Tuesdays, 6:30 pm – 8 pm). Participants must have intermediate Spanish speaking skills (can speak in short sentences). Like WPL's English and French conversation groups, it will be a great way for people to practice their speaking skills and meet new friends.

6. Changes to Baby/Toddler Program Ages

Starting this fall, baby and toddler programs have new age ranges. Baby Rhyme Time is now for babies up to 18 months and Toddler Time is for children ages 19-36 months (and caregiver).

7. Supporting Winnipeggers

The City of Winnipeg has created a one-stop-shop to connect its citizens with various programs and services that it offers, especially for those who are living on low income. Some topics that are covered at free and subsidized programs, housing resources, literacy and learning, inclusion and accessibility information. For more information please visit winnipeg.ca/supportingwinnipeggers

8. Friends of Winnipeg Public Library

The Friends host their annual book sale this October. Items on sale include used

books, CDs, DVDs, art prints and posters covering over 50 categories. Book sale proceeds help fund special WPL projects.

The sale runs Saturday, October 26 (10 am – 6 pm) and Sunday, October 27 (11 am - 4 pm) at the Grant Park High School Gym.

9. Millennium Library Screening Update

The administrative report on Millennium Library Screening will be discussed at the September 9 Standing Policy Committee on Protection, Community Services and Parks. The report can be accessed via the City of Winnipeg Decision Making Information System at this link:

<http://clkapps.winnipeg.ca/DMIS/ViewDoc.asp?DocId=18165&SectionId=537158&InitUrl=/DMIS/Documents/pcs/2019/a18165>

Appendix C

September 3, 2019 Motions

MOTION	1ST	2ND	DISPOSITION
That the agenda be approved as amended with the following changes: <ul style="list-style-type: none">• Add-on: New Business – Breakfast with Bookmates	Dean Scaletta	Laila Yesmin	Carried
That the 2020 Draft Meeting Schedule be approved as distributed	Gordon Crook	Laila Yesmin	Carried
That the 2020 WPLB Draft Budget be approved as distributed	Dean Scaletta	Councillor Santos	Carried
That the Winnipeg Public Library Board authorize the following: <ul style="list-style-type: none">• That the Board purchase 3 tickets to the Breakfast with Bookmates event on October 10, 2019	Mario Lebar	P. Colleen Suche	Carried